
BOARD OF SELECTMEN – OCTOBER 20, 2014

I. Call to Order

Chairman Kowalski reconvened the Regular Meeting of the Board of Selectmen to order at 7:12 P.M. in the Selectmen's conference room in the Town Offices. Present: Chairman Kowalski-Y and Selectmen Paul Salafia-Y, Alex Vispoli-Y, Brian Major-Y, Mary O'Donoghue-Y. Also present: Town Manager Buzz Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cablecast live.

II. Executive Session

At 6:02 P.M. on a motion by Paul Salafia and seconded by Mary O'Donoghue, the Board voted to move into Executive Session to discuss the purchase, exchange, lease or value of real property, collective bargaining strategy, and contract negotiation strategy for non-union personnel. At 7:10 P.M. on a motion by Paul Salafia and seconded by Mary O'Donoghue, the Board moved to adjourn from Executive Session and move to open session, not to return to Executive Session. Roll call: Chairman Kowalski-Y and Selectmen Paul Salafia-Y, Alex Vispoli-Y, Mary O'Donoghue-Y.

III. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

Chairman Kowalski led the meeting in a Moment of Silence and Pledge of Allegiance.

IV. Communications/Announcements/Liaison Reports

The Town Manager made the following announcements:

- ~ A Tri-Board meeting will be held on Wednesday, October 22nd at 7:00 P.M. in the School Committee Room to discuss the budget process and receive an update on OPEB.
- ~ Congratulations to Police Officer David Carrier who will be honored by the TIP (Trauma Intervention Program) of the Merrimack Valley and receive the Gift of Caring Award.
- ~ The new Bancroft School Dedication will be held Saturday, October 25th at 1:00 P.M. followed by an Open House from 1:30 P.M. – 4:30 P.M.
- ~ Hydrant flushing in West Andover is in its 4th week and was going well until they experienced a break in the main this week. The main was repaired and flushing will continue as scheduled.
- ~ National Grid will begin their Vegetation Management Program in November, cutting back vegetation and brush in the right of way areas.
- ~ The Town's Mid-Year Review has been rescheduled to November 19th due to the Open House discussion Tennessee Gas is having on the Pipeline Project on November 12th from 6:00 P.M. – 8:00 PM at the new North Reading High School. AVIS and the Town of Andover will co-host a meeting on November 13th at Wood Hill Middle School Auditorium with speakers from the Municipal Coalition to discuss the Tennessee Gas Pipeline.

Town Clerk Larry Murphy reported that the State Elections are two weeks away and that

Precincts 1, 7A, and 8 will vote at the Center at Punchard and all other precincts will vote at the Collins Field House at Andover High School. Anyone unsure of their voting precinct should contact the Town Clerks' Office.

Paul Salafia attended the Andover Tomorrow Workshop hosted by the Economic Development Commission (EDC) and the Planning Division; between 70-80 people attended. It was an interesting and fun exercise highlighting what Andover's future would and could look like if we were financially unencumbered.

Dan Kowalski announced that Andover Youth Services and AHS Choral Society are holding a Trivia Night at Old Town Hall on Saturday, October 25th at 6:00 P.M. to benefit the Andover Youth Center.

V. Citizens Petitions and Presentations

Bob Landry, Seminole Circle, asked what the Board's actions plans are for the Town Manager's contract which expires in June of 2015 and includes a 90-day notification clause. Chairman Kowalski said he will be working with the Town Manager and will hold discussions with the Board. As to Mr. Landry's question about bids received for the recent repairs to the Old Town House, he was told the information would be provided and discussed at a future meeting. Mr. Landry also asked about the status of Article 3 which was to end the provision for health care for elected officials. Town Clerk Larry Murphy reported that the Article was not passed by the Legislature at the end of July but he understands it could pass by the end of January 2015. Mr. Murphy will provide an update on the status of Article 3 at the next meeting.

Mary Carbone, 3 Cyr Circle, shared her concerns with the money spent on the exterior of the Old Town Hall and said if the Town can afford that they can well afford to turn the street lights back on.

Bob Pokress, Cherrywood Circle, requested that the work recently completed at Old Town Hall be put on the agenda for discussion. He also shared his feelings about purchasing the Phillips Academy Boathouse and said Andover has done without waterfront property all these years so what do we need it for. Do not make a proposal without first debating this at Town Meeting.

Chairman Kowalski said the Board is learning how the process of how the repairs to Old Town Hall transpired and this item will be on the next agenda. The Phillips Boathouse is subject to Executive Session and, therefore, the Board is unable to comment.

Joe Albuquerque, 197 Greenwood Road, shared several ideas he has for meetings: be mutually respectful and professional at all meetings (both sides); enable citizens to concede their time to others; provide equal amount of time for each participant to talk about each item and to consider having more open public workshops. The Town Mission Statement includes having open communication with public.

VI. Regular Business of the Board

A. Updates

Merrimack College Dormitory Project: No update at this time.

Tennessee Gas Pipeline Project: Meeting in North Reading on November 12th and the AVIS/Town meeting on November 13th at 7:00 PM. Prepare letter to the Federal Energy Regulation Commission (FERC) outlining our concerns for the proposed pipeline route for the Board of Selectmen to sign.

Selectman Salafia moved for the Board to sign the letter to Federal Energy Secretary Bose outlining concerns for the proposed pipeline route. The motion was seconded by Selectman O'Donoghue and voted 4-0 to approve.

Phillips Academy Boathouse: All communication through the Town Manager only – no update at this time.

North Reading Intermunicipal Agreement for Water: The Town Manager has had several meetings with North Reading administrators about the IMA and is in the process of preparing a report for the Board of Selectman summarizing the status of the Agreement.

Comments from Audience

Bill Page, 56 Brookfield Road, shared pictures of parking that took place at Merrimack's Homecoming this past weekend showing hundreds of cars parked on the Green even though Merrimack has told all the Town boards they have plenty of parking. John Pasquale, Whittier Street, suggested turning off the water to Merrimack College to get their attention.

Fred Snell, 7 Mercury Circle, who is a member of AVIS and an abutter to the proposed pipeline route, hopes the meeting on the Pipeline Project provides an opportunity to hear opponents and lets the public know the alternative routes Andover has proposed. Joe Albuquerque, 197 Greenwood Road, asked if Andover is working with other towns and the State Legislature. The Town Manager said they are all part of the coalition of 15-18 municipalities and Andover is working closely with the Lowell Coordinator. The meeting schedule and overview of meetings will be posted on the Town of Andover website.

B. Town Yard

The Town Manager reported hearing from several private parties about selling their land if the Town is interested in putting out an RFP which upon direction from the Board, he is prepared to do. The Board talked about looking at a distributor model and identifying what elements could be outsourced and for the Town Manger to look at options to break-up the larger facility footprint, i.e. fuel depot, seasonal storage, etc. and to revisit the availability of smaller parcels of Town owned land.

Paul Salafia motioned that the Board direct the Town Manager to explore the three areas of land offered for sale and report back on how much land and how many parcels are needed to house the fueling depot, off-site seasonal storage, and housing all other essential functions in one building, and include the efficiencies that can be achieved through outsourcing. The motion was seconded by Mary O'Donoghue and voted 4-0 to approve.

Paul Salafia motioned that the Board of Selectmen direct the Town Manager to ask the Director of Municipal Services what services he believes would be good candidates for outsourcing. The motion was seconded by Mary O'Donoghue and voted 4-0 to approve.

Public Comments: Mary Carbone, 3 Cyr Circle, spoke with the Town Yard workers who have not been asked for input on the Town Yard and she feels municipal maintenance vehicles can be housed under canopies similar to what is used for Police cars. Joe Albuquerque, 197 Greenwood Road, suggested they look at all opportunities concurrent with sending out the RFP. Bob Pokress, 3 Cherrywood Circle, would like to see the cost of restoring the current buildings as part of the option. Voters have made it clear that they want the Town Yard left at its current location.

C. Package Store Sunday Hours

Larry Murphy reported on the change in the law regarding Sunday opening hours for package stores from 12:00 P.M. to 10:00 A.M. noting that three establishments have applied for the change in store hours. The licensee must notify the Local Licensing Authority of the change in hours and provide a corporate vote authorizing the same. The Board asked the Town Clerk to keep them informed on the requests.

D. Special Municipal Employees

The Town Manager explained that State law considers all committee/board appointees as municipal employees unless designated as 'special' by the Board of Selectmen. This designation allows professionals to participate on committees/boards without it affecting their livelihoods.

On a motion by Alex Vispoli and seconded by Mary O'Donoghue, the Board voted 4-0 to designate the Ballardvale Fire Station Building Committee as Special Municipal Employees.

VII. All Other Business

Mary O'Donoghue asked if Town employees receive compensation for extra hours spent at meetings. The Town Manager said not necessarily except for employees who take the minutes if they so choose. The Board discussed improving the timeline for having meeting minutes posted to the website.

VIII. Consent Agenda

A. Appointments and Re-appointments

On a motion by Alex Vispoli and seconded by Paul Salafia the Board voted 4-0 that the following appointment by the Town Manager be approved:

DEPARTMENT	POSITION	RATE	EFF. DATE
------------	----------	------	-----------

TOWN MANAGER'S OFFICE

Wendy A. Adams	Executive Assistant (v. S. Cassano)	IE20-5/\$62,470	10/27/14
----------------	----------------------------------------	-----------------	----------

The Town Manager said Sandra Cassano, his Executive Assistant, is retiring in November. Over the course of the Summer they advertised to fill the position receiving 60+ resumes. The Screening Committee reviewed all resumes selecting seven to interview. The Town Manager met with the Committee to discuss the candidates, moving four candidates forward as semi-finalists. He is pleased to announce that Wendy Adams rose to the top of his list because of her first-hand experience with the Town, office skills, management training skills, and her approach to customer service.

On a motion by Alex Vispoli and seconded by Paul Salafia, the Board voted 4-0 that the following appointments by the Town Manager also be approved.

ELDER SERVICES

Carol A. Howe	Intake Assistant/Transportation Coordinator – PT (v. D. Ryan)	IE12-1-0/\$21,996	10/21/14
---------------	------------------------------------------------------------------	-------------------	----------

COMMUNITY DEVELOPMENT & PLANNING

Victoria Ricart	Office Assistant I – PT (v. L. Finneran)	IE-10/\$19.59/hr.	10/21/14
-----------------	---------------------------------------------	-------------------	----------

COMMUNITY SERVICES

William F. Zahoruiko	Instructor – PT	Stipend – \$1,000	10/9/14
----------------------	-----------------	-------------------	---------

COUNCIL ON AGING – Term expires 6/30/15

Kenneth L. DeBenedictis (v. K. Grondin)

IX. Approval of Minutes from Previous Meetings

On a motion by Alex Vispoli and seconded by Mary O'Donoghue, the Board voted 4-0 to approve the Minutes of October 2, 2014 – Town Yard Workshop and the October 6, 2014 Regular Meeting Minutes as presented.

X. Adjournment

At 9:08 P.M. on a motion by Alex Vispoli and seconded by Paul Salafia, the Selectmen voted 4 – 0 to adjourn the Regular Meeting of October 20, 2014. Roll call: Chairman Kowalski-Y and Selectmen Paul Salafia-Y, Alex Vispoli-Y, Mary O'Donoghue-Y.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: Letter to FERC Secretary Bose from Board of Selectmen re: proposed Tennessee Gas Pipeline Project
Memo from Town Clerk re: revised Package Store Sunday Hours
Memo from Town Manager re: appointment of Executive Assistant